

## **Coxhoe Parish Council Meeting Minutes: Events, Environment and Finance Committee**

Date & Time: Monday 7 December 2020 6.00pm

Venue: via Zoom

Councillors present:

K Simpson (Chair); S Dunn, W Lavelle, K Lowes, C Thirlaway.

Also present:

C Llewelyn, Parish Clerk; A Searle, Administration Officer.

### **EEF112 Zoom meeting information and Parish Council Public Participation Policy**

Councillor Simpson gave guidelines for the meeting and reminded everyone of the Parish Council's Public Participation Policy.

### **EEF113 To note apologies**

Apologies were given from Councillor C Thirlaway and also from Councillor Slater (non-Committee member). It was **Resolved** the apologies were noted.

### **EEF114 Declarations of interest in items on the agenda**

Councillor Lowes declared an interest in the Youth staff team. Councillor Simpson declared an interest as Governor of Coxhoe Primary School. Councillor Dunn declared an interest as a Governor of Coxhoe Primary School and a Director at Active Life Centre. It was **Resolved** the declarations of interest were noted.

### **EEF115 To confirm the minutes of the meeting held on 16 November 2020**

It was **Resolved** that the minutes of the Events, Environment and Finance committee held on 16 November 2020 be approved, confirmed and signed as an accurate record.

### **EEF116 Public participation**

No members of the public were present.

### **EEF117 To consider any important matters relating to Parish Council events**

None.

### **EEF118 To note the Parish Council Reserves Policy**

The Council's Reserves Policy was agreed at the Council's monthly meeting on 2 December. The Clerk asked the Committee to note the target for reserves set by the Council which was to aim for general reserves of six months' general running costs which currently would be £39,194 at 31 March 2021 and to aim for the same at 31 March 2022. The Clerk advised that the Committee could make a recommendation to earmark some reserves for a specific purpose. It was **Resolved** the Committee noted the Reserves Policy set by full Council on 2 December.

### **EEF119 Consider the Parish Council's current and future budgets**

a) To consider the budget and projected reserves for 2020 to 21

A budget document had been circulated with the agenda. The Clerk advised that, including the

expenditure allocated to flooring at Coxhoe Village Hall at the Council's monthly meeting on 2 December, current projections showed general reserves would be £54,257 at 31 March 2021. It was **Resolved (1)** to note the budget document including the current projection for general reserves.

It was further **Resolved (2)** to note overspends on Christmas lights.

b) To consider the action plan and the budget for 2021 to 22

Documents were sent with the agenda. The Committee considered the action plan and the budget for 2021 to 22. The Committee also considered how it could reach the reserves policy at 31 March 2022. The Committee spoke through the budget for the current and next financial year. The Clerk recommended the Council considers earmarking some reserves for expenditure in the next financial year particularly on elections, and that there are no contingencies in the budget for the sports field and pavilion, or for taking on other projects which may be taken on such as Quarrington Hill Churchyard.

The Committee asked the Clerk to amend the budget and to include potential expenditure on the Churchyard and CCTV, which may or may not be approved by Council in the future. Changes were made to the projections for the current financial year and to the draft budget for the next financial year, during the meeting. The Committee did not recommend any earmarked reserves.

The following were **Resolved**:

**(1)** the Committee recommends that bunting and Christmas lights will removed from the action plan for 2021 to 22.

**(2)** the Committee agreed a draft budget including amended projections for the current financial year, to recommend to the full Council in January.

c) To consider a recommendation to Council of the precept for 2021 to 22

A report had been sent with the agenda. The Clerk advised there is a small increase in the tax base and explained that this meant if the Council wished to propose the same precept as last year, there would be a decrease of 1.55 percent in a Band D precept. Members wished to not raise the precept from that of the last financial year.

It was **Resolved** that the Committee will make a recommendation to full Council to set a precept of £137,651 for the financial year 2021 to 22 which is a reduction of 0.1 percent on the Band D precept for the current financial year.

**EEF120 Date and time of next meeting:**

It was **Resolved** the next meeting of this Committee will take place on Monday 8 February 2021 at 6.00pm.

The meeting closed at 7.10pm.

**Certified as a True Record:**

**Chair (Sign)**

**Date**